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ABBREVIATED CONSENT CALENDAR FORMAT

Memorandum Date: 15 November, 2006

Order Date: 29 November, 2006

TO: Board of County Commissioners

DEPARTMENT: Health & Human Services

PRESENTED BY: Rob Rockstroh

AGENDA ITEM TITLE: ORDER _____ /IN THE MATTER OF APPROVING A CONTRACT IN THE AMOUNT OF \$265,674 WITH LOOKING GLASS YOUTH AND FAMILY SERVICES FOR HOMELESS AND RUNAWAY YOUTH SERVICES FOR SERVICES PROVIDED JULY 1, 2006 THROUGH JUNE 30, 2007.

I. MOTION

ORDER _____ /In The Matter Of Approving A Contract In The Amount Of \$265,674 With Looking Glass Youth And Family Services For Homeless And Runaway Youth Services For Services Provided July 1, 2006 Through June 30, 2007.

II. DISCUSSION

A. Background / Analysis

This agenda item meets the abbreviated consent calendar criteria because it is approving an agreement and delegating contract signature authority to the County Administrator for contracts funded by grants or State programs.

Board Order 06-07-19-04 authorized the County Administrator to sign agreements funded through the Human Services Commission. Order 06-07-19-04 listed a series of contracts for Looking Glass: Case Management Outreach (Safe & Sound) in the amount of \$155,255, Case Management/Transitional Services for Homeless Youth (Safe & Sound) in the amount of \$53,189 and Safe Home for Youth (Safe & Sound) in the amount of \$24,036. These three service components are being combined, with additional funding in the amount of \$33,194, into a single contract in the amount of \$265,674 for case management,

substance abuse, sexual assault, mental health and street outreach services for homeless, runaway or at-risk youth through the New Roads program.

The services provided through the New Roads program at Looking Glass are part of a comprehensive program for runaway, homeless, and at-risk youth. Combining the program components allows Looking Glass to create a program plan and budget that reflect the comprehensive services being provided. This also allows Lane County to review, through quarterly reports and performance measures, the program as a whole. Letters of Interest were solicited for all components of the combined agreement. Looking Glass was the sole respondent to the request for Letters of Interest.

B. Recommendation

Lane County Health & Human Services recommends approval of the contract with Looking Glass for services through the New Roads program. Funding has been allocated through the budget process for these services and competitive selection was done for the services being contracted.

III. ATTACHMENTS

Board Order

THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON

RESOLUTION AND ORDER:) ORDER _____ /IN THE MATTER OF APPROVING A
) CONTRACT IN THE AMOUNT OF \$265,674 WITH LOOKING
) GLASS YOUTH AND FAMILY SERVICES FOR HOMELESS AND
) RUNAWAY YOUTH SERVICES FOR SERVICES PROVIDED JULY
) 1, 2006 THROUGH JUNE 30, 2007

WHEREAS, Lane Manual Chapter 21 sets forth policy regarding award of contracts and contract amendments for services and policy regarding signatory authority of the County Administrator; and

WHEREAS, competitive selection processes have been completed per Lane Manual 21.107 and 21.108 and Looking Glass was the sole respondent; and

WHEREAS, appropriation of funds to support services were done through Board Order 06-07-19-04; and

WHEREAS, the award of a contract with Looking Glass Youth and Family Services exceeds the authority of the county administrator.

NOW THEREFORE, IT IS HEREBY ORDERED, that the Board of County Commissioners approve a contract for the period from July 1, 2006 through June 30, 2007 with Looking Glass Youth and Family Services in the amount of \$265,674 for New Roads services; and

IT IS FURTHER ORDERED, that the Board of County Commissioners authorize the County Administrator to sign the agreement with Looking Glass Youth and Family Services in the amount of \$265,674 for New Roads services for the period July 1, 2006 through June 30, 2007.

DATED this 29th day of November, 2006.

Bill Dwyer, Chair
Lane County Board Of Commissioners

APPROVED AS TO FORM
Date 11/20/06 lane county
David Law
OFFICE OF LEGAL COUNSEL